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| MC900434750[1] | Consultants fill out this form and issue as appropriate to the Contractor after the [Change Order Worksheet (COW)](https://www.alberta.ca/system/files/custom_downloaded_images/tr-caf-01-26-63-01.docx) is completed by the Consultant and signed by the Project Manager.Delete this instruction before printing the form. (Right click, Delete Cells, Delete entire row, OK.) |

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| --- | --- | --- | --- |
|  |  |  Date: | Select Date |
| Project Title: | Project Title |  |  |
| Location: | City, Province |  |  |
|  |  |  |  |
|  Project ID: | B0000A-00000 |  PCO No.: | 000 |
| WBS Number: | P-000000000 |  Contract ID: | 1234567 |
|  |  |
|  Contractor: | Contractor Company Name and Address |

|  |  |
| --- | --- |
|  | A PRICE OR ADEQUATE REASON FOR NOT RESPONDING MUST BE SUBMITTED WITHIN 14 DAYS OF RECEIPT OF THIS REQUEST FOR PROPOSAL. |
|  | INCLUDE IN PROPOSAL THE TOTAL EFFECT THIS CHANGE WILL HAVE IN TERMS OF COST AND/OR TIME. PROVIDE A DETAILED BREAKDOWN OF LABOUR, EQUIPMENT, AND MATERIALS AND PROVIDE WRITTEN QUOTES FROM ALL SUB-CONTRACTORS INVOLVED IN THIS CHANGE. |
|  | Kindly submit, on the attached form, a proposal of cost for the following: |
|  | Enter list |